

## FAQ

### **What is Code Enforcement?**

Code Enforcement works to improve the quality of life in the Town of East Hampton. Code Enforcement exists not to punish individual property owners, but to maintain the greater good of the community by achieving compliance with adopted codes. The Department relies on our residents in many ways: First, to set an example by learning about, and adhering to, the Town codes, and secondly by contacting us when violations are observed.

The Code Enforcement Department is charged with enforcing codes which address public health and safety issues, including regulations related to garbage and rubbish, overgrown vegetation, inoperable or unregistered vehicles on private property, zoning and dangerous buildings.

### **How do I notify the Town of a possible code violation?**

Complaints should be made through the support staff either by telephone at 631-324-3858, email, or in person 300 Pantigo Place Suite 11A, East Hampton, NY. Complaints and letters can also be mailed to the above address. Whenever possible the form should be completed online.

### **What type of complaint does the code enforcement officer commonly investigate?**

- Overgrown Vegetation (Weed Abatement Ordinance)
- Garbage/Rubbish Accumulation
- Inoperable or Unregistered Vehicles on Private Property
- Public Health and Safety Hazards
- Illegal Buildings/Structures
- Substandard or Dangerous Buildings (including lack of utilities)
- Illegal Fences
- Parking on Unimproved Surfaces
- Illegal Business (wrong zone, no license)
- Zoning and Land Use Violations
- Illegal Signs
- Noise

### **I reported a complaint- How long will it take to resolve the issue?**

Many people work at compliance as soon as they are educated about the problem. Some do not. If the complaint requires Planning Board approval, the process can often take two years or more. If the person chooses not to comply, the Ordinance Enforcement Department must follow strict guidelines.

Each reported violation must be personally witnessed. If the officer cannot gain access, they are not able to write a summons.

The inspector assigned to the area will conduct an inspection of the property, as soon as possible, typically within 24 hours of your complaint. If it is determined that a violation exists, the inspector may issue a notice of violation depending on the nature of the violation in order to achieve compliance.

### **Am I required to leave my name when I make a complaint?**

Complaints will be investigated even when they are made anonymously, however we prefer to have contact information. We prefer contact information from the complainant in order to obtain additional information if needed. We maintain the complainant's name as confidential. The information is not released if a FOIL request is made.

### **What is FOIL and how do I request information?**

FOIL is the Freedom of Information Law, which allow certain information to be disclosed to the public, unless an exception permits an agency to deny access. Most of the exceptions are based upon common sense and the potential for harm that would arise by means of disclosure.

This request can be made through the Town Clerks Office.

### **Do pools require fencing?**

The general answer is that they all require some form of protection. For in-ground pools, the fencing includes self-closing and self-latching gates and an alarm. There are exceptions for above-ground pools and spas, including locking stairs and safety covers.

### **What happens if I receive a violation?**

Call the Code Enforcement Officer who sent you the letter, the number will be listed on the Notice of Violation.

Find out how to correct the problem and do so promptly.

You can ask for additional time provided you are making progress on the violations. Some problems are serious and correction must not be delayed. Remember to get proper permits that may be required for some repairs, if need be.

If you are unwilling to take prompt action to correct the problems, there are several possible consequences you may face such as fines and penalties.

### **Can multiple families live in one house?**

If a house has a certificate of occupancy for a single family residence it cannot be legally divided. Some homes do have certificates of occupancy that allow for two or three families to legally reside there. Town records must be researched to determine the legal status.

### **How do I obtain a rental permit?**

The building department issues rental permits. Applications can be obtained online or in person.

### **How many vehicles are allowed to be parked at a home?**

As a homeowner you there is no limitation on the amount of vehicles parked on your property. As a tenant, you are limited to 4 vehicles.

### **Are there any town codes regulating roosters or chickens?**

No. The town code specifies only pet birds, not live stock.

### **What determines over clearing and who do I report a possible violation to?**

The Department of Natural Resources and Land acquisition, determine over clearing violations through research and surveys of the suspected property.

### **Am I required to go to court when I am issued a Town Ordinance Summons?**

Yes.

### **What issues can Ordinance not address?**

Ordinance Enforcement cannot resolve matters such as, property line disputes, tree branches or limbs hanging onto your property, subdepartmentcovenants and deed restrictions. These issues are best handled by an attorney, as they tend to be civil matters.

### **How to I address a barking dog complaint and is there a leash law?**

Please contact the Animal Control Division, (631)324-0085 with any barking dog complaint or dogs running at large.

For unleashed dogs on the beach, please contact the marine patrol departmentat (631) 329-3078.